



## BOARD OF PARKS AND RECREATION

November 9, 2015

5:30 p.m. Basement Thorman Conference Room  
801 Texas Ave., City Bldg. 3, El Paso, Texas

### Minutes

#### Members Present: 4

District 4 – Roy Gilyard  
District 5 – Theresa Welch Fordham  
District 6 – Francoise A. Feliberti  
District 8 – Ana P. Roush

#### Members Absent: 2

District 3 – Deanna A. De La Cruz  
District 7 – Sylvia Carreon

#### Vacancies: 3

Mayor – Vacant  
District 1 – Vacant  
District 2 – Vacant

#### City Staff Present

Tracy Novak, Director of Parks and Recreation  
Paula Powell, Parks and Recreation Assistant Director  
Joel McKnight, Parks and Recreation Assistant Director  
Jose Rodriguez – Recreation Manager  
Enrique Valadez – Sports and Recreation Coordinator  
Maggie Binkley, Administrative Assistant

#### Public Present

None

1. Agenda Item #1. Meeting Called to Order  
Theresa Welch Fordham, Chair, called the meeting to order at 5:31 p.m. As Veterans Day approaches, the Chair opened the meeting with a congratulatory message to thank all veterans present for their service.
2. Agenda Item #2. Discussion and Action: Nomination and Election of Parks and Recreation Advisory Board Chair and Vice Chair, pursuant to Ordinance 017124, Title 2, Chapter 2.20

Roy Gilyard nominated Theresa Welch Fordham as Parks and Recreation Advisory Board Chair. Second by Ana Roush. Motion carried (unanimous).

Chair Theresa Fordham nominated Ana Roush for Parks and Recreation Advisory Board Vice Chair. Second by Roy Gilyard. Motion carried (unanimous)

3. Agenda Item #3. Approval of Minutes: October 12, 2015  
Motion by Francoise Feliberti to approve minutes as written. Second by Roy Gilyard. Motion carried (unanimous).

4. Agenda Item #4. Call to the Public (for items not on the agenda)  
None

5. Agenda Item #5. Update and Discussion: Park Maintenance Activities – Steve Lunsford, Land Management Superintendent

In Steve Lunsford's absence, Assistant Parks and Recreation Director Joel McKnight reported on the following items:

- Continued maintenance on the transition of seasons – mowing to cease in the coming weeks
- Update on dormant trees
- Evaluation report - some trees have responded well to injection treatments
- Demolition on 4 sites

Discussion followed on the four sites scheduled for demolition; old Washington Park concession, Houston Park facility, club house at E.L. Williams and the gazebo at Wilderness Park.

6. Agenda Item #6. Discussion and Action: Subcommittee Assignments (as needed)  
No action taken.

7. Agenda Item #7. Presentation: SHARP (Safety and Health Accident Reduction Plan) – Paula Powell, Assistant Parks and Recreation Director.

Paula Powell, Assistant Parks and Recreation Director, explained to the Board the plan and the goals of the Department. She distributed SHARP Plans illustrating the different divisions and causes of injuries and reviewed the components of roundtable discussions. Emphasis is on training employees on how to prevent injuries and planning for safe working conditions. (Hand out)

8. Agenda Item #8. Presentation: Celebration of Lights Program – Joe Rodriguez, Recreation Manager

Joe Rodriguez, Recreation Manager, presented the Board with a PowerPoint outlining the events, locations and services provided for the Celebration of Lights Program. (Hand out)

Discussion followed on the sequence of events during the program, the parade route and the addition of arts and craft vendors.

Joe Rodriguez introduced Enrique Valadez, Recreation and Sports Coordinator, who will be involved with organizing the festivities. Mr. Valadez gave a brief report on the events and vendors for this year's holiday program.

9. Agenda Item #9. Reports on Recent Activity

- a. Recent City Council Agenda Items
- b. Upcoming Committee Meetings List
- c. Land Acquisition List
- d. Parks and Recreation Construction Projects List

Theresa Fordham, Chair, advised the Board that further information on the above items can be located in their packets and on the City's website. Being no further discussion she moved on to the next agenda item.

10. Agenda Item #10: Identify Items for Future Agendas

- Revisit the Shape It Up! Wellness Employee Incentive Program
- Updates on the following:
  - Ascarate Trail (Paso Del Norte)
  - Tierra Del Este Trail
  - Eastside Regional Park
  - Eastside Sports Complex
  - Lomaland Recreation Center
  - Las Palmas
  - Future plans for Quality of Life (QOL) Bond issue money
  - Situation with the pine trees at Blackie Cheshier

11. Adjournment – 6:30 p.m.